# Exhibit 3.3.d1 Examples of Support and Evaluation

School mentors in the initial programs are required to attend extensive orientation/training. The schedule for this years' training follows. The handouts include the handbooks for the programs , which contain all assessment descriptions and rubrics, among other essential information.

## Mentor Training Sessions – Fall 2014

1. Number of schools and teachers involved in the "mentor training program"

| Schools | Teachers |
|---------|----------|
| 2 | 24 |

2. Details about each of the five workshops

| Workshop | Date | Hours | Presenter |
|----------|------|-------|-----------|
| The Psychology of Coaching and Mentoring | 2014/10/28 | 3 | Dr. Ahmed Magreya |
| Mentoring as a Profession | 2014/11/4 | 3 | Dr. Abdullah Abu-Tineh |
| Training on Assessment Tools | 2014/11/18 | 3 | Dr. Areej Barham / Lamya Al-Issa |
| Practical Training | 2014/11/25 | 3 | Dr. Badriya Al-Mulla / Dr. Aisha Fakhro / Dr. Maha Al-Cherif |
| Practical Training | 2014/12/2 | 3 | Dr. Badriya Al-Mulla / Dr. Aisha Fakhro / Dr. Maha Al-Cherif |

**Objectives**:
The purpose of this program is to develop the mentor skills in coaching and mentoring in order to be able to support the student teachers and help them acquire and improve the teaching skills according to the national professional standards for teachers. It is also to provide opportunities for the school mentors to reflect and advise on current policies, procedures, and assessments.

**Outcome**:
- Acquiring coaching and mentoring skills needed to support student teachers.
- Applying the coaching and mentoring skills to support student teacher in schools and improving their performance.
- Following up with student teachers and their implementation of student centered teaching.
- Following up with the teacher's effective evaluation and assessment skills to ensure accomplishing the learning outcomes.
- Providing input to the college.

**Additional information:**

**Method used**:
- Discussion and dialogue.
- Presentations.
- Role playing.
- Brain storming.
- Micro teaching.

**Training Method:**
- Activities and handouts.
- Educational videos.

At the end of clinical practice, there are multiple evaluations:
- Candidate evaluates school mentor and supervisor
- School mentor evaluates university supervisor (and of course, the candidate through the CES process)
- University supervisor evaluates school mentor

The forms follow.

# Candidate Evaluation of University Supervisor

Student Teacher's Program Area _____ Date _____

College Supervisor' Name _____

Rating:    3 = Exemplary    2 = Satisfactory    1 = Unsatisfactory

_____ Visits were timely and helpful.
_____ Observations were objective and fair.
_____ Helpfulness and support were provided consistently.
_____ Conferences were constructive and insightful.
_____ Feedback on my reflections was helpful.
_____ Knowledge of teaching is demonstrated consistently.
_____ Feedback on my lesson plans supported my growth as a professional.
_____ Feedback on my teaching supported my growth as a professional.
_____ Professional behavior was modeled consistently.

Comments _____
_____
_____

Return to:    Dr. Aisha Fakhroo
              Coordinator of BED Primary Programs
              College of Education
              Qatar University

# Candidate Evaulation of School Mentor

Student Teacher's Program Area _____ Date _____
Supervising Teacher's Name _____

Rating:     3 = Exemplary      2 = Satisfactory      1 = Unsatisfactory

_____ Observations were timely and helpful.
_____ Observations were objective and fair.
_____ Helpfulness and support were provided consistently.
_____ Conferences were constructive and insightful.
_____ Feedback on my reflections was helpful.
_____ Knowledge of teaching is demonstrated consistently.
_____ Feedback on my lesson plans supported my growth as a professional.
_____ Feedback on my teaching supported my growth as a professional.
_____ Professional behavior was modeled consistently.

Would you recommend that additional student teachers be placed with this mentor teacher?
_____ Yes      _____ No

Comments _____
_____
_____
_____
_____
_____
_____

Return to:     Dr. Aisha Fakhroo
     Coordinator of BED Primary Programs
     College of Education
     Qatar University

# College Supervisor Evaluation Form

Student Teacher's Program Area _____ Date _____

College Supervisor' Name _____

Rating:    3 = Exemplary    2 = Satisfactory    1 = Unsatisfactory

_____ Visits were timely and helpful.

_____ Observations were objective and fair.

_____ Helpfulness and support were provided consistently.

_____ Conferences were constructive and insightful.

_____ Feedback on my reflections was helpful.

_____ Knowledge of teaching is demonstrated consistently.

_____ Feedback on my lesson plans supported my growth as a professional.

_____ Feedback on my teaching supported my growth as a professional.

_____ Professional behavior was modeled consistently.

Comments _____

_____

_____

_____

_____

_____

Return to:    Dr. Aisha Fakhroo

Coordinator of BED Primary Programs
College of Education
Qatar University

# University Supervisor's  Evaluation of School Mentor

Student Teacher's Program Area _____ Date _____

School Mentor's Name _____

Rating:     3 = Exemplary          2 = Satisfactory          1 = Unsatisfactory

_____ Observations were timely and helpful.
_____ Observations were objective and fair.
_____ Helpfulness and support were provided consistently.
_____ Conferences were constructive and insightful.
_____ Feedback on my reflections was helpful.
_____ Knowledge of teaching is demonstrated consistently.
_____ Feedback on my lesson plans supported my growth as a professional.
_____ Feedback on my teaching supported my growth as a professional.
_____ Professional behavior was modeled consistently.

Would you recommend that additional student teachers be placed with this mentor teacher?
_____ Yes          _____ No

Comments _____
_____
_____
_____
_____

Signature of University Supervisor: _____     Date_____

Return to:     Dr. Aisha Fakhroo
               Coordinator of BED Primary Programs
               College of Education
               Qatar Universit

**School Mentor's Evaluation of University Supervisor**

-Mentor Teacher Name: _____

-Semester: Fall _____ 201_____ _____ Spring 201_____

-School Name: _____

-College Supervisor Nam : _____

*\*\*Would you please help us in obtaining feedback on the College Supervisor assigned to your student teacher?*

**Rating:** _____ **4= Strongly Agree   3= Agree   2= Disagree   1= Strongly Disagree**

_____ The College Supervisor was cooperative with school personnel.

_____ The College Supervisor communicated well with school personnel.

____ Meetings with the College Supervisor were Helpful and constructive to me and the

candidate as well.

_____ I would like to work with this College Supervisor again.

-The College Supervisor visited the school [____] times. A typical visit lasted ………..

minutes.

-The College Supervisor observed the candidate performance within the classroom

[____] times during this semester .

Comments

_____
_____
_____

\*\*Please send this completed form sealed with the candidate.